

**KENTUCKY BOARD OF SOCIAL WORK
BOARD MEETING MINUTES**

Tuesday, January 9, 2018 | 11:00 a.m. | 125 Holmes Street, Frankfort, Kentucky 40601

Board Members Present:

Dr. Jay Miller, Ph.D., CSW-Chair
Sally Rhoads, LCSW-Vice Chair
Hilma Prather, Public Board Member
Dr. Anne Adcock, Ph.D., CSW
James Haggie, LSW
Jene Hedden, LCSW
Charlene Burlew, LCSW, was not in attendance.

Staff Present:

Florence Huffman, Executive Director
Lisa A. Turner, Executive Coordinator

Consultants Present: Marcus Jones, Board Counsel, Assistant Attorney General

Guests Present: Quincy Ward, Counsel, Public Protection Cabinet; Brenda Rosen, Tony Goodwin and Michael Gray, representing NASW-KY. Also present were Kelly McCormick; Melissa Cathers; Trish Evans; Nada and Michael Bocook.

Call to order

Dr. Jay Miller, Board Chairman, called the meeting to order at 11:37 a.m. ET.

Minutes of December 5, 2017 board meeting

Dr. Jay Miller, CSW, Board Chairman

Approved: A motion was made by Jene Hedden and seconded by James Haggie to approve the minutes of the December 5, 2017 board meeting. The motion carried by unanimous voice.

Executive Director's Report

Florence Huffman, Executive Director

Operations Report – December 1-31, 2017

- 37 New Applications (6 LSW; 20 CSW; 11 LCSW)
- 44 Applications approved (4 Bachelor's exam; 18 Master's exam; 22 Clinical exam)
- 36 Initial licenses issued (3 LSW; 18 CSW; 15 LCSW)
- 59 Online Renewals (4 LSW; 20 CSW; 34 LCSW) / 3 Paper Renewals (0 LSW; 2 CSW; 1 LCSW)
- 6 Reinstatements (1 LSW; 1 CSW; 4 LCSW)
- 5 Temporary Permits approved: 2 nonclinical and 3 clinical
- 28 Supervision Contracts approved; 19 contracts deferred
- 9 Miscellaneous (sponsor/provider/individual continuing education approval applications, wall certificates)

Licensee File Scanning Project

Ms. Huffman reported the progress for the conversion of paper records to digital format. Ms. Huffman stated that all of the remaining boxes of paper licensee files are ready for pick-up by the Department of Libraries and Archives.

Education and Outreach / Technology

Molly Bode, the board's 2015-2017 MSSW intern, gave a presentation of her project: "A Decade of Discipline," in which she analyzed disciplinary records from 2006 – 2016. Some of the notable findings included:

- The average number of years of experience for the disciplined social worker was 9.5
- The average age of the disciplined social worker was 41
- Sixty-seven (67) percent of disciplinary actions were against LCSWs
- Most of the complaints were "dual relationship" violations; half of which were of a sexual nature

Association of Social Work Boards (ASWB)

- The new ASWB exams have been released in accordance with the 7-year re-evaluation schedule.
- Florence Huffman will attend the FARB annual meeting and the ASWB Board of Directors Meeting from January 25-28, 2018. The Federal Trade Commission is scheduled to make a presentation which will address the impact of the North Carolina Dental Board U.S. Supreme Court decision and the FTC's guidelines and response.

Financial Report

December 1-31, 2017 Revenues and Expenditures

- Sum of Revenues: \$14,935
- Sum of Expenditures: \$26,416
- Cash Balance: approximately \$421,751
- Year to Date Expended Budget: 55%

2018-2020 Budget

Ms. Huffman reported that the proposed increase in contributions that agencies will be required to make to the retirement/pension system is still pending.

Travel and Per Diem

Approved: A motion was made Hilma Prather and a second by Anne Adcock to approve board members' travel and per diem. The motion carried by unanimous voice.

Committee Reports

Complaint Review Committee

Dr. Jay Miller, CSW, and Dr. Anne Adcock, CSW

Approved: A recommendation was made by the committee to grant a final extension date of April 30, 2018, for the respondent to pay the remaining balance owed under the terms of their Agreed Order or they will be found in violation of the Order in case no. 15-12. The motion carried by unanimous voice.

Approved: A recommendation was made by the committee to offer an Agreed Order for case no. 17- 06. The motion carried by unanimous voice.

Approved: A recommendation was made by the committee to dismiss case no. 17- 23. The motion carried by unanimous voice.

Approved: A recommendation was made by the committee to dismiss case no. 17- 28. The motion carried by unanimous voice.

Application Review Committee

Sally Rhoads, LCSW; James Haggie, LSW; and Jene Hedden, LCSW

No Application Committee meeting was held.

Supervision Committee

James Haggie, LSW; and Jene Hedden, LCSW
Sally Rhoads, LCSW - RECUSED

No action was taken.

Continuing Education Committee

Hilma Prather and James Haggie, LSW

No Continuing Education Committee meeting was held.

Old Business

Committee Assignments

Dr. Miller announced the board committee assignments, which were based on the current board membership and the board members' survey responses, as follows:

1. Application Committee and Supervision committee will be combined into one committee. The committee members will be Hilma Prather; Sally Rhoads; and James Haggie.
2. Complaints Committee members will be Dr. Jay Miller; Dr. Anne Adcock and Jene Hedden. The complaint Committee meeting will be at 9:00 a.m. ET on days of the board meetings.
3. Continuing Education Committee will become an ad hoc committee with Dr. Jay Miller and Hilma Prather as its members.

Agency Practice of "Withholding" Supervision Hours from the Supervisee to Collect Amounts Due on Employment-Related Supervision Contracts

The board will send a notice to all LCSW supervisors by email citing the legal requirement to provide their CSW supervisees with documentation of their accrued hours. In addition, a general email will be sent to all licensees covering that same information. Staff will consult with Marcus Jones, board attorney, in composing the notice.

New Business

2018 Legislative Update

Specifically, Ms. Huffman reported on HB50 relating to "sunset" of existing state administrative regulations, which would require review of all administrative regulations to maintain the regulation or for its expiration by July 2019. Sunset review provisions cause a regulation to expire on a certain date unless specific requirements contained in the regulation are met. Sunset provisions force agencies to review and reconsider whether specific agencies, laws and regulations are still necessary, or can be effectively revised.

2018 Board Meeting Locations

The board discussion continued regarding possible off-site locations for board meetings.

Discussion Regarding Board Employees – Closed Session

Approved: A motion was made by Sally Rhoads and a second by Jene Hedden to go into closed session under 61.180 (1)(f). The motion carried by unanimous voice.

Approved: A motion was made by Hilma Prather and a second by Jene Hedden to come out of closed session under 61.180 (1)(f). The motion carried by unanimous voice.

No action was taken.

Adjournment

Approved: A motion was made by Anne Adcock and a second by Hilma Prather to adjourn the meeting at 2:00 p.m.

Respectfully submitted,



Dr. Jay Miller, CSW, Board Chairman